

**TRINITY COUNTY
BOARD OF SUPERVISORS**
Trinity County Library
Conference Room
351 Main Street
Weaverville, CA

MEETING MINUTES

February 20, 2024

Chairman

Supervisor Ric Leutwyler - District 1

Vice-Chairman

Supervisor Liam Gogan - District 3

Supervisor Jill Cox - District 2

Supervisor Heidi Carpenter-Harris- District 4

Supervisor Dan Frasier - District 5

Trent Tuthill - County Administrative Officer

Margaret E. Long - County Counsel

Ashley Piker - Deputy Clerk of the Board

The Trinity County Board of Supervisors welcomes you to its meetings which are regularly scheduled for the first and third Tuesday of each month, unless altered to accommodate a holiday, starting at 9:00 a.m. at 351 Main Street, Weaverville, California.

This Board Agenda contains a brief, general description of each item to be considered. Supporting documentation is available online at www.trinitycounty.org, at the County Administrative Office located at 11 Court Street, Room 230, Weaverville, CA, during normal business hours, and in the Public Packet at the rear of the Board Chambers during the meeting.

If you would like to receive notification via email that the agenda has been posted, please send your request to clerkoftheboard@trinitycounty.org.

Members of the public wishing to present documents to the Board of Supervisors during the meeting must submit ten (10) copies to the Deputy Clerk of the Board.

During the meeting the Trinity County Board of Supervisors may take action sitting as the Board of Supervisors and as the governing body of: The Trinity County Transportation Commission, the In-Home Supportive Services Authority, the Consolidated Transit Services Agency, the Trinity County Board of Equalization, the Trinity County Housing Authority and the Solid Waste Local Task Force.

In compliance with the Americans with Disabilities Act, those requiring accommodations for this meeting should notify the Deputy Board Clerk at the County Administrative Office three (3) full business days prior to the meeting at (530) 623-1382 or clerkoftheboard@trinitycounty.org.

ZOOM INFORMATION

This meeting was available via Zoom.

Meeting called to order in open session at 9:00 AM

Pledge of Allegiance

The pledge was led by Supervisor Cox.

Public Comment

Received comments from Adrian Keys, Lisa Wright, and Chriss Williams.

REPORTS/ANNOUNCEMENTS

- 1.1 I. Received reports from Deputy Director of Community Development Ed Prestley and County Counsel Margeret Long.
II. Received a report from County Administrative Officer Trent Tuthill.
III. Received reports from Members of the Board of Supervisors
IV. Received reports from Ad Hocs:
A. Cannabis Ordinance
B. Tribal Relations

CONSENT CALENDAR

Behavioral Health Services

- 2.1 Approved amendment number 2 to the agreement with CalMHSA, to amend the rates for services table in Exhibit F to include a Late Fee for Certification Renewal.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 2.2 Approved amendment number 2 to the agreement with Trinity County Office of Education, to extend the term to December 31, 2026, increase the maximum cost by \$445,830 and amend exhibits B & E to provide services outlined in the MHSA of 2019.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Board of Supervisors

- 2.3** Appointed Ana Wright as Board Members to the Superior California Economic Development District Board of Directors to represent Trinity County.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Clerk of the Board

- 2.4** Appointed to the Weaverville Architectural Review Committee Susan Marie for the position of Art Community Member to serve the remainder of 4 year term expiring November 1, 2026.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

District Attorney

- 2.5** Approved a budget adjustment for FY 23/24 for District Attorney - Dept. 2100 decreasing Services & Supplies and increasing Fixed Assets by \$7,000.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Health and Human Services

- 2.6** Approved an agreement with the California Department of Social Services to provide comprehensive case record review and quality assurance review services for Child Welfare and Probation departments.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 2.7** Approved an agreement with Power Up Electric to provide for the purchase and retrofit installation of a replacement Kohler Generator and Kohler 200 Amp Automatic Transfer Switch on the Health and Human Services campus.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 2.8** Approved a budget adjustment for FY 23/24 for HPP - Dept. 8543 decreasing Services & Supplies by \$43,649, and Interfund Expense by \$750, and increasing Other Charges by \$2,199 and Fixed Assets by \$42,200.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 2.9** Approved a budget adjustment for FY 23/24 for Tobacco - Dept. 4100 increasing Prior Period Revenue by \$75,000; and approved a budget adjustment for FY 23/24 for Tobacco Prop 56 - Dept. 4115 increasing Services & Supplies by \$65, and Prior Period Expense by \$75,000 and decreasing Interfund Expense by \$65.

Motion: Dan Frasier **Second:** Ric Leutwyler **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Planning and Zoning

- 2.10** Approved amendment number 1 to the agreement with Minter Hamish increasing maximum cost by \$148,010, updating exhibit A to include Housing Element in the scope of work and extending the term to December 31, 2025 to provided Trinity County General Plan update.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Sheriff

- 2.11** *This item was pulled from consent calendar and considered separately.*
Approved an agreement with the US Department of Justice Drug Enforcement Administration for Domestic Cannabis Eradication Suppression Program for 2024, and ratify the Sheriff's signature.
Received comments from CAO Trent Tuthill, Under Sheriff Bryan Ward, Office Manager Mary Treece, Lisa Wright, Catherin Sidman, and Rhoda Cain.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 2.12** Approved amendment number 5 to the agreement with Motorola Solutions, Inc., for a one year extension for server managed services from January 1, 2024 - December 31, 2024, as well as a one year renewal of maintenance and support for the Veeam backup software, the Vmware virtual software, and the Dell server that houses all of the software to provide Spillman Computer Aided Dispatch, Jail Management System, Records Management System, and Motorola APX two-way radios from June 24, 2024 - June 24, 2025.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

- 2.13** Approved an agreement with Neste Renewable Solutions US Inc. dba Mahoney Environmental Solutions LLC (MES), formerly known as Sequential to collect used cooking oil from the Trinity County Sheriff's Office Kitchen.

Motion: Dan Frasier **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

PUBLIC HEARINGS

Solid Waste

3.1 Conducted a public hearing and adopted Resolution Number 2024-012 which establishes a schedule of fees for waste disposal and provides for appropriate exemptions and credits for the 2024-2025 annual solid waste parcel fee billing.

Received comments from Director of Solid Waste Diane Rader and CAO Trent Tuthill.

Motion: Jill Cox **Second:** Dan Frasier **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

COUNTY MATTERS

Clerk of the Board

4.1 Received a mid-year budget review for fiscal year 23/24.

Received comments from CAO Trent Tuthill, Deputy Director of Community Development Ed Prestley, Division Director of Cannabis Drew Plabani, Senior Financial Analyst Suzie Hawkins, Treasurer/Tax Collector Terri McBryer, Lisa Wright, Senior Building Inspector Cody Smith, Catherin Sidman, Chriss Williams, Rhoda Cain, Veronica Kelly- Albiez, John Brower, Dana Hauser.

Human Resources

4.2 Took the following actions to complete the creation of a Health and Human Services Bargaining Unit, effective January 1, 2024:

1. Approved a master Memorandum of Understanding with the Health and Human Services bargaining unit establishing classifications, salaries and benefits;
2. Approved the job description, set the salary range, add to the alphabetically listing of classifications, and allocated to Public Health a Health Services Program Manager I at range H213;
3. Approved a side letter agreement with the General Unit revising classifications covered by the MOU;
4. Approved a side letter agreement with the Management & Confidential Unit revising classifications covered by the MOU;
5. Adopted Resolution Number 2024-013 revising the Non-Rep Management employee classification;
6. Direct that the titles on the Health and Human Services allocation list be updated to reflect the changes within the MOU;
7. Adopted Resolution Number 2024-014 adopting a revised salary schedule and alphabetical listing of classifications; and
8. Pursuant to Trinity County Code Section 2.60.360, reclassify the following employee's:
 - Employee ID No. 01933 from a Program Manager I to a Human Services Program Manager I at Range H213, Step E;
 - Employee ID No. 01868 from an Administrative Clerk II to an Office Assistant II at Range H126, Step A; Employee ID No. 01539 from a Senior Accounting Technician to an Accounting Technician at H151, Step G; Employee ID No. 00869 from a Program Manager I to a Health Services Program Manager I at H213, Step F; Employee ID No. 02452 from a Program Manager II to a Human Services Program Manager II at H223, Step E; Employee ID No. 02177 from a Senior Administrative Clerk to an Office Assistant III at H131, Step F; Employee ID No. 02994 from a Senior Accounting Technician to an Accounting Technician at H151, Step A; Employee ID No. 02371 from a Business Manager to a Staff Services Manager at H208, Step E; Employee ID No. 02162 from a Program Manager I to a Human Services Program Manager I at H213, Step E; Employee ID No. 02251 from a Senior Administrative Clerk to an Office Assistant III at H131, Step F; Employee ID No. 02915 from a Senior Administrative Clerk to an Office Assistant III at H131, Step A; Employee ID No. 00738 from a Program Manager I to a Human Services Program Manager I at H213, Step F; Employee ID No. 03326 from an Administrative Clerk II to an Office Assistant II at H126, Step A; Employee ID No. 02383 from a Senior Administrative Clerk to an Office Assistant III at H131, Step E; Employee ID No. 01998 from an Accountant III to a Supervising Accountant at H194, Step C; Employee ID No. 02342 from a Senior Accounting Technician to an Accounting Technician at H151, Step E;

Motion: Jill Cox **Second:** Liam Gogan **Carried**

Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

Board of Supervisors

- 4.3** Approved the Board's response to the Grand Jury Report: 2023 Civil Grand Jury - Mental Health Report.

Motion: Liam Gogan **Second:** Heidi C Harris **Carried**
Ayes: C Harris , Cox, Frasier, Gogan, Leutwyler

County Administrative Office

- 4.4** Discussed and received board direction regarding the ability for communities to establish (or remove) limitations on commercial cannabis operations and potential implications to the overall Cannabis Program.

Recommended that staff work with consultants to bring back to the board:

- Rough timeline and cost for developing an Overlay Zone
- Confirmation of value of Overlay Zone beyond completion of the General Plan
- Description of key components and related requirements
- With guidance to bring back to the board as soon as possible

Received comments from: CAO Trent Tuthill, Lauri Wills, Adrian Keys, Suzie Toorpe, Lisa Wright, Chriss Williams, Matthew Jefferson, Veronica Kelly - Albiez, Tom Ballanco, Andy Wakefield, Rhoda Cain, Catherin Sidman, Faith Wakefield, Dana Hauser, and John Brower.

CLOSED SESSION

- 5.1** Government Code Section 54954.5(c) - Conference with Legal Counsel - Anticipated Litigation
No of Cases: three

- Inmate Garbutt; incident at jail.
- Inmate Swain; incident at jail.
- Claim TR123-0017; inmate Lewandowski, incident at jail.

No reportable action taken.

- 5.2** Government Code Section 54954.5(c) - Conference with Legal Counsel - Initiation of Litigation
No. of Cases: One (Cannabis Code Enforcement Fine/Fee Settlement Authority)

Direction given to staff.

- 5.3** Government Code Section 54954.5(f) - Conference with Labor Negotiators
County's Designated Representatives: TBD
Employee Organizations: General Unit

Vote 5-0

Appointed County Counsel Margert Long, Director of HR Laila Cassis, and
Senior Financial Analyst Suzie Hawkins.

- 5.4** Government Code Section 54954.5(e) - Public Employee Appointment: County
Counsel.

Direction given to staff.

ADJOURN

TRINITY COUNTY BOARD OF SUPERVISORS



Ric Leutwyler, Chairman
Board of Supervisors,
County of Trinity.
State of California

Attest:

Trent Tuthill
Clerk of the Board of Supervisors

By:



Deputy